

AGENDA FOR THE BOARD OF WARD COUNTY COMMISSIONERS
Tuesday, January 21, 2020
9:00 a.m. – Regular Commission Meeting

Pledge of Allegiance
Call to Order – Chairman Fjeldahl
Order of Business

1. Approve Agenda
2. Review and Approve the Minutes from the Regular Commission Meeting on January 7, 2020
3. Review and Approve the Regular Bills totaling \$534,072.52 and HS Zone Direct Cost Bills totaling \$7,084.02
4. Public Hearing
 - A.) Liquor License Resolution Sec 2 A1
- 4.5 Ryan Ackerman- SRJB Administrator
5. Ryan Kamrowski-Director of Tax Equalization
 - A.) 2020 Agricultural Land Valuation
 - B.) Joint Powers Agreement with Freedom Township (building permit authority)
 - C.) Soil Committee Recommendations
6. Dana Larsen-Highway Engineer
 - A.) Cooperative Purchasing Agreement
 - B.) Bridge Inspection & Load Services Agreement
7. Human Resources
 - A.) Payroll Amendments: A. Rathbun-Library (level 4, step 3); J.Sweeny-Library (level 5, step 1); S.Helgeson-Jail (level 15, step 1); J.Van Cleave-Jail (level 13, step 1); D.Diedrichsen-Planning & Zoning (level 28, step 2); R.Kostenko-Highway Department (level, 22, step 3); B.Hamilton-Veteran's Services (level 15, step 1); L. Dugger-Veteran's Services (level 8, step 2)
8. Devra Smestad-Auditor/Treasurer
 - A.) Receive and File the following Correspondence: Highway Committee-meeting minutes; Jerald Burtman-mailbox damage; Mayor Sipma-State of City event; Chamber of Commerce-Economy at a Glance
 - B.) Receive and File Monthly Reports including Financials: Emergency Management; Tax Equalization; Sheriff's Department
 - C.) Approval of annual contracts with Ward County Historical Society
 - D.) Approval of Ward County depositories
 - E.) Receive and File Pledged Securities Report
 - F.) Approval of Raffle Permit: Firefighters Local 1157
 - G.) Approval of Event Permit: HOPR, LLC
 - H.) I Voted Award

Minutes of the Board of Ward County Commissioners

January 21, 2020

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl, at 9:00 AM with Commissioners, Rostad, Walter, Pietsch and Wepler present. Also present were department heads: Dana Larsen, Devra Smestad, Ellen Bjelland, Derrill Fick, Leona Lochthowe, Melissa Bliss, Roza Larson, Ryan Kamrowski and Jennifer Weichmann.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the Agenda. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch, to approve the Minutes from the Regular Commission Meeting January 7, 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Rostad, to approve Regular bills totaling \$534,072.52 and the Human Services Zone direct cost bills totaling \$7,084.02. Roll call; all vote yes; motion carried.

Bill List - January 21, 2020

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
180517	ADVANCED BUSINESS METHODS	CONTRACT FEE COPIER 8391-3--STATES ATTORNEY	\$45.00
180517	ADVANCED BUSINESS METHODS	CONTRACT FEE COPIER 8391-4--STATES ATTORNEY	\$182.59
180517	ADVANCED BUSINESS METHODS	YEAR END COPIER CONTRACT C121585-01--GENERAL	\$1,031.76
180517	ADVANCED BUSINESS METHODS	YEAR-END COPIER CONTRACT C121587-02--GENERAL	\$738.00
180518	ARNOLD, HOLLY	PLANNER FOR HOLLY ARNOLD--EXTENSION SERVICE	\$14.99
180519	BMI SYSTEMS GROUP	ASSET BARCODER AND SCANNERS--AUDITOR/TREAS	\$5,091.00
180520	CDW GOVERNMENT INC	PHONE HEADSET--VET SERVICES	\$228.49
180521	CIVICPLUS	2020 WEBSITE MAINTENANCE--IT	\$8,931.42
180522	CLUTE OFFICE EQUIPMENT INC	CALENDARS--STATES ATTORNEY	\$104.67
180523	CLUTE OFFICE EQUIPMENT INC	CALENDARS MO DESK WALL--RECORDER	\$35.94
180523	CLUTE OFFICE EQUIPMENT INC	GLUE STICKS--RECORDER	\$10.99
180524	COMPUTER STORE INC	HP 951XL CARTRIDGES--RECORDER	\$119.97
180525	CULLIGAN WATER CONDITIONING	4 BOTTLES WATER--JUVENILE DET	\$31.00
180526	DAKOTA OUTERWEAR CO	NEW EMPLOYEE UNIFORM PANTS--JUVENILE DET	\$90.48
180527	DAKOTALAND AUTOGLASS	WINDSHIELD--SHERIFF	\$245.00
180527	DAKOTALAND AUTOGLASS	WINDSHIELD--SHERIFF	\$245.00
180528	DIGITAL OFFICE CENTRE	PRINTER- CONTRACT USAGE FOR NOVEMBER 2019--HUMAN RESOURCES	\$39.89
180529	ENERBASE FARMERS UNION/CENEX	PICKUP WITH PLOW GAS--FACILITY MGT	\$25.76
180529	ENERBASE FARMERS UNION/CENEX	DIESEL TANK AND BOBCAT--FACILITY MGT	\$107.92
180529	ENERBASE FARMERS UNION/CENEX	FUEL & CAR WASHES--SHERIFF	\$8,413.61
180529	ENERBASE FARMERS UNION/CENEX	FUEL BILL--TAX EQUAL.	\$106.06
180530	FASTENAL COMPANY	HP FILTERS COURTHOUSE NEW HP--FACILITY MGT	\$204.37
180531	FERGUSON ENTERPRISES - 3093	PLUMBING PARTS--FACILITY MGT	\$1,292.75
180532	FERGUSON ENTERPRISES INC #1657	PLUMBING PARTS--FACILITY MGT	\$102.45
180533	FIRST WESTERN INSURANCE	NOTARY- THOMAS MILTENBERGER--JAIL OPERATIONS	\$50.00
180534	FORENSIC PIECES, INC.	REIMBURSABLE TRAINING--SHERIFF	\$7,250.00
180535	GEM FEDERAL CREDIT UNION	AIRPORT SHUTTLE-NEW ORLEANS FOR TODD SCHWARZ--STATES ATTORNEY	\$44.00
180535	GEM FEDERAL CREDIT UNION	AT&T BILL--STATES ATTORNEY	\$90.52
180535	GEM FEDERAL CREDIT UNION	FILE LABELS--STATES ATTORNEY	\$248.35
180535	GEM FEDERAL CREDIT UNION	NDA FEE FOR ROZA--STATES ATTORNEY	\$255.00
180535	GEM FEDERAL CREDIT UNION	NDA TRIAL ADVOCY MANUAL--STATES ATTORNEY	\$55.00
180535	GEM FEDERAL CREDIT UNION	ROOM AT ELIZA JANE NEW ORLEANS 12/8--STATES ATTORNEY	\$181.66
180535	GEM FEDERAL CREDIT UNION	ROOM AT FRENCH QUARTERS NEW ORLEANS--STATES ATTORNEY	\$882.92
180536	GEM FEDERAL CREDIT UNION	MONSTER--HUMAN RESOURCES	\$598.00
180536	GEM FEDERAL CREDIT UNION	MONSTER FROM PREVIOUS BILL--HUMAN RESOURCES	\$22.95
180537	GRAND HOTEL	T. 11/11/19-11/13/19 ROOM SPEC. PROSECUTOR - DAVIS--STATES ATTY	\$222.00
DD	HAUGAN, KELLY J	TRAVEL TO BISMARCK DES CLASS--EMERGENCY MGT	\$126.50

180538	INFORMATION TECHNOLOGY DEPT	NETMOTION--SHERIFF	\$375.90
180538	INFORMATION TECHNOLOGY DEPT	ND ITD DATA PROCESSING--IT	\$840.67
DD	JP MORGAN	MISC. ITEMS--SEE ATTACHED	\$4,524.31
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$19.69
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$140.45
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$48.78
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$61.21
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$45.15
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$79.66
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$150.27
180539	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY FEES --STATES ATTORNEY	\$135.37
180540	KEYCARE PHARMACY	MEDICATION FOR JUVENILE--JUVENILE DET	\$67.53
180541	KOOCHICHING COUNTY SHERIFFS OFFICE	EXPENDITURES--STATES ATTORNEY	\$63.20
180542	LOWES PRINTING	RETIREMENT PLAQUES--SHERIFF	\$49.90
180543	MARCO TECHNOLOGIES, LLC NW7128	WEBMAIL.WARDND.COM CERTIFICATE--IT	\$350.00
180544	MARCO, INC	LANIER COPIER MAINT.--AUDITOR/TREAS	\$1,621.00
180545	MARKETPLACE FOODS	WATER FOR VICTIMS/WITNESSES--STATES ATTORNEY	\$6.98
180546	MAYER ELECTRIC INC	DIAGNOSE WASHER/DRYER SERV CALL--FACILITY MGT	\$206.25
180547	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG UTILITY--FACILITY MGT	\$352.62
180548	MIDSTATES WIRELESS	RADIO REPAIR--SHERIFF	\$125.00
180549	MINOT AREA CHAMBER OF COMMERCE	TRAVEL--EXTENSION SERVICE	\$50.00
180550	MINOT CITY OF, WATER DEPT	425 BUILDING WATER UTILITY--FACILITY MGT	\$68.88
180551	MINOT DAILY NEWS INC	AD FOR SOILS COMMITTEE MEMBERS--AUDITOR/TREAS	\$9.12
180551	MINOT DAILY NEWS INC	PUBLICATION COSTS FOR 19CV1309--STATES ATTORNEY	\$111.72
180551	MINOT DAILY NEWS INC	PUBLISH LIQUOR LICENSE RESOLUTION--GENERAL	\$12.16
180552	MONSTER TECHNOLOGY LLC	(2) 4 DIFF COLOR PRINTER CARTRIDGES--FACILITY MGT	\$559.92
180553	NATIONAL ASSOCIATION OF COUNTIES	2020 DUES TO NAC--GENERAL	\$1,234.00
180554	ND ASSOC OF COUNTIES	WORKERS COMP EST 2020 PREMIUM--INSURANCE	\$120,057.47
180554	ND ASSOC OF COUNTIES	2020 CTY COMM ASSOC DUES--GENERAL	\$1,650.00
180554	ND ASSOC OF COUNTIES	2020 COUNTY DUES--GENERAL	\$38,315.00
180555	ND STATE RADIO COMM	TERMINAL FEES--SHERIFF	\$600.00
180556	NDACVSO	2020 FALL CONF--VET SERVICES	\$120.00
180556	NDACVSO	2020 SPRING CONF--VET SERVICES	\$120.00
180556	NDACVSO	NDACVSO DUES FOR COUNTY--VET SERVICES	\$50.00
180557	NDSU DEPT 7510	SHARED SALARY BENEFITS Q4 2019 - ARNOLD--AUDITOR/TREAS	\$2,950.33
180557	NDSU DEPT 7510	SHARED SALARY BENEFITS Q4 2019 - BJELLAND--AUDITOR/TREAS	\$10,581.35
180557	NDSU DEPT 7510	SHARED SALARY BENEFITS Q4 2019 - BRUMMUND--AUDITOR/TREAS	\$7,823.32
180557	NDSU DEPT 7510	SHARED SALARY BENEFITS Q4 2019 - GOFF--AUDITOR/TREAS	\$7,079.47
180558	OLE OLSON'S TOWING & RECOVERY	TOW BILL--SHERIFF	\$197.40
180559	PERSONNEL CONCEPTS	ND & FEDERAL LABOR LAW NOTICE POSTERS--HUMAN RESOURCES	\$35.85
180560	POST BOARD	EXAM FEE--SHERIFF	\$25.00
180429	POST BOARD	SIDEARM QUALIFICATION--SHERIFF	\$100.00
180561	PRAXAIR DISTRIBUTION, INC	FILL 2 CYLINDERS & MARK CYLINDERS--FACILITY MGT	\$117.78

180562	PRESORT PLUS	PROCESS & MAIL TAX STATEMENTS--GENERAL	\$17,690.26
180563	REHAB SERVICES, INC.	2020 BUDGET ALLOCATION Q1--AUDITOR/TREAS	\$3,000.00
180564	RELX INC. DBA LEXISNEXIS	CONTRACT FEE --STATES ATTORNEY	\$580.00
180565	SOLTIS BUSINESS FORMS CO	BLANK LASER CHECKS--GENERAL	\$413.55
180566	SRT	PHONE BILL--SHERIFF	\$459.68
180416	SRT	TELEPHONE/UTILITIES--GENERAL	\$938.95
180567	STEINS INC	2 SQUEEGEE BLADE KITS FOR FLOOR SCRUBBER--FACILITY MGT	\$184.00
180568	THOMAS FAMILY FUNERAL SVC INC	BODY TRANSFER TO MEDICAL EXAMINER--GENERAL	\$500.00
180569	THOMAS LAW FIRM	MENTAL HEALTH CONTRACT JAN 2020 ALLOCATION--GENERAL	\$2,000.00
180570	THRIFTY WHITE PHARMACY	INMATE MEDICATIONS DEC 2019--JAIL OPERATIONS	\$4,087.05
180571	TRINITY HEALTH	BAC TESTS--SHERIFF	\$20.00
180571	TRINITY HOSPITAL	1ST QTR 2020 CORONER CONTRACT--GENERAL	\$10,000.00
180573	TYLER TECHNOLOGIES INC	2020 ANNUAL MAINTENANCE --GENERAL	\$69,413.55
180574	UND ALUMNI ASSOCIATION AND FOUNDATION	EMPLOYMENT OPP EMAIL/LETTER FOR SA--HUMAN RESOURCES	\$377.25
180575	UNIFORM CENTER	PANTS--SHERIFF	\$146.00
180576	UNITED MAILING SERVICES INC	POSTAGE SERVICES--GENERAL	\$222.86
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGES--SHERIFF	\$46.78
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180577	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
180578	VERENDRYE ELECTRIC	ELECTRICITY COUNTY NORTH--FACILITY MGT	\$131.00
180578	VERENDRYE ELECTRIC	ARES ELECTRICITY--EMERGENCY MGT	\$179.00
180579	VERIZON WIRELESS	BLDG INSP CELL PHONE--TAX EQUAL.	\$44.36
180580	WARD CO DIVE RESCUE	2020 BUDGET--EMERGENCY MGT	\$10,500.00
180581	WARD CO SHERIFF RESERVES	2020 BUDGET--EMERGENCY MGT	\$7,500.00
DD	WESTERENG, LEANN F	FILE TABS & FILE FOLDERS--STATES ATTORNEY	\$112.14
DD	WESTERENG, LEANN F	NON SKID BOOKENDS--STATES ATTORNEY	\$48.50
180582	WILHELM TIM	JAN 2020 MENTAL HEALTH CONTRACT--GENERAL	\$2,000.00
180584	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGT	\$6,353.99
180584	XCEL ENERGY	ELECTRICITY COURTHOUSE--FACILITY MGT	\$3,720.35
180584	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MGT	\$5,580.54
180584	XCEL ENERGY	ELECTRICITY MORGAN BLDG--FACILITY MGT	\$98.06
180584	XCEL ENERGY	RAILROAD PARKING LOT ELECTRICITY--FACILITY MGT	\$48.23

Total General Bills	385,388.82
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	PARK BOARD BILLS	PARK BOARD BILLS	
180514	SRT	Internet Charge - OS	11.25
180515	Verendrye Electric	Siren - RL	40.00
180516	Xcel Energy	Utilities	31.50

Total Park Board Bills	82.75
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	ROAD BILLS	ROAD BILLS	
180472	Ackerman/Estvold Eng	Engineering Services	\$1,360.00
180473	Ameripride Linen	Janitorial Svc	\$668.24
180474	Butler Machinery	Repair Leak, Edges, Batteries	\$10,125.04
180475	Dakota Fluid Power	Hose Assembly, Wire	\$389.01
180476	DTE Inc	Valve Dump	\$226.77
180477	Ecolab	Pest Elimination	\$221.56
180478	Enerbase	Gasoline, Oil	\$4,918.93
180479	ESRI	Arc Gis Software	6,450.00
180480	F.U.O. - Berthold	Gasoline, Ice Melt	256.06
180481	F.U.O. - Kenmare	Gasoline, Ice Melt, Light Bar	541.16
180482	Gem Federal	Water, Shipping, Web Svc	574.21
180483	General Trading	Towels, Clamps, Belts, Fluids	458.01
180484	Hoffarth Sanitation	Sanitation Svc	100.00
180485	Home of Economy	Tank, Pump, Pipe	464.97
180486	Houston Engineering	GIS Update	590.75
180487	Iheartmedia	Operator Advertisement	918.00
DD	Johnson Clarence Trust	Gravel Royalty	64,055.39
180488	Johnson, Jeff	Hay Bales	560.00
180489	Kenmare City	Utilities	89.00
180490	Lawson Products	Screws, Nuts, Washers	875.18
180493	MDU	Utilities	916.76
180491	Maintenance Plus	General Cleaning	785.00
180492	Marco	Webroot, Computer Setup	378.25
180494	Menards	Clamps, Lumber, Paint, Returns	2.96
180495	Midstates Wireless	Radio Installation	162.00
180496	Minot Auto Supply	Belts, Bearings	235.82
180497	Minot City Landfill	Dumping Fee	137.30
180498	Minot City Water	Water/Sewer	162.97
180499	NAPA Auto Parts	Filters, Regulator, Supplies	866.74
180500	North Prairie Rural Water	Water	56.86
180501	NW Tire & Retread	Tires, Repairs, Mounting	16,365.43
180502	O'Day Equipment	Pump Hose, Decals	334.88
180503	Ottertail Power	Utilities	63.28
180504	RDO Truck Center	Radiator, Hose, Blades	3,115.66
180505	RDO Equipment	Wing Edges, Edges, Switch	4,695.87
180506	Sundre Sand & Gravel	Salt Sand	5,164.33
180507	Swanston Equipment	Loaders, Bucket Guards	16,050.00
180471	3D Specialties, Inc.	Sign	80.44
180508	Tri N Propane	Utilities	642.60
180509	Verendrye Electric	Utilities	102.00
180510	Verizon Network Fleet	Monthly Svc	373.65
180511	Verizon Wireless	Cell Phone Svc	1,068.47
DD	Ward County Soil Conservation	Tree Payment	243.00
180512	Westlie Motor Company	Headlight, Heater, Pipe	1155.86
180513	Xcel Energy	Utilities	1598.54

Total Road Bills	\$148,600.95
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GRAND TOTAL	534,072.52
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Auditor/Treasurer Devra Smestad requested clarification on whether the Human Service Zone direct cost bills need to come to the Commission for approval.

Moved by Comm. Wepler, seconded by Comm. Pietsch to have on the Human Services Zone Board agenda the inquiry on whether the direct bills need to be approved by the Board of County Commission. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to open the public hearing at 9:13 AM regarding a proposed change in the Ward County Alcoholic Beverage Retail Sale Licensure and Regulations Resolution allowing alcoholic beverage retail establishments to remain open until 2:00 AM. Roll call; all voted yes; motion carried.

Byron Newman from HOPR, LLC appeared before the Commission in favor of the change in the Resolution.

Moved by Comm. Walter, seconded by Comm. Pietsch to close the public hearing at 9:14 AM. Roll call; all voted yes; motion carried.

Comm. Pietsch and Comm. Fjeldahl both stated that they have received phone calls from Ward County residents that are opposed to the extension of bar hours. Comm. Wepler added that she feels that in fairness business owners should have the right to determine, within the State Law, their establishments business hours.

Moved by Comm. Wepler, seconded by Comm. Walter to update page 3 of the Ward County Alcoholic Beverage Retail Sale Licensure and Regulations Resolution with the following changes: Hours of Operation: A person may not dispense or permit the consumption of alcoholic beverages on licensed premises between ~~one~~ two am and eleven am on Sundays, between the hour of ~~one~~ two am and eight am on all other days. Roll call; Commissioners Wepler & Walter voted yes, Commissioners Rostad, Pietsch and Fjeldahl voted no; motion failed.

Ryan Ackerman, Administrator of the Souris River Joint Board appeared before the Commissioners with an update on the Mouse River Flood Plan Project.

Director of Tax Equalization Ryan Kamrowski appeared with three agenda items. His first item was the recommendations of the Soil Committee. The Soil Committee had the three following recommendations: 1. To adopt County Average Agricultural Value at 94% of State Tax Commissioners Certified Value. 2. Change land use mapping rules for "Once Crop Always Crop" from 20 years to 5 years. 3. Change land use mapping rules to remove the 2 acre max for building site and farm yard. The use of the land will be used for all yards and building sites.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve and adopt the recommended changes from the Ward County Soils Committee. Roll call; all voted yes; motion carried.

Mr. Kamrowski's second item is his recommendation for 2020 Agricultural Land Valuation. He recommended the average land valuation of \$561.26, which represents a tolerance level of 94%, which meets the allowed tolerance levels set by the State Board of Equalization.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve and adopt the 2020 Agricultural Land Valuation as recommended. Roll call; all voted yes; motion carried.

Mr. Kamrowski's final item was a request for approval and signature of the Joint Powers Agreement with Freedom Township transferring building permit authority to Ward County.

Moved by Comm. Walter, seconded by Comm. Wepler to approve and sign the Joint Powers Agreement with Freedom Township as presented. Roll call; all voted yes, except Comm. Pietsch who abstained from voting as he is a member of the Planning & Zoning Board in Freedom Township; Motion carried.

Dana Larsen, County Highway Engineer appeared with the North Dakota Department of Transportation LPA Bridge Inspection and Load Rating Agreement for approval and signature.

Moved by Comm. Walter, seconded by Comm. Rostad to approve and sign the Agreement as presented. Roll call; all voted yes; motion carried.

Human Resource Generalist Kjerstie Fevold appeared with several payroll amendments for approval. Moved by Comm. Pietsch, seconded by Comm. Walter to approve the following Payroll Amendments: A. Rathbun-Library; J.Sweeny-Library; S.Helgeson-Jail; J.Van Cleave-Jail; D.Diedrichsen-Planning & Zoning; R.Kostenko-Highway Department; B.Hamilton-Veteran's Services; L. Dugger-Veteran's Services. Roll call; all voted yes; motion carried.

Ms. Fevold informed the Commission that an offer was extended to Tammy Terras to fill the Human Resource Director position and she has accepted the position and is scheduled to begin employment on February 3, 2020.

Auditor/Treasure Devra Smestad appeared.

Moved by Comm. Rostad, seconded by Comm. Pietsch to receive and file the following correspondence: Highway Committee-meeting minutes; Mayor Sipma-State of City event; Chamber of Commerce-Economy at a Glance. Roll call; all voted yes; motion carried.

The meeting continued with a brief discussion regarding the letter to the Commission from Jerald Burtman a residence of Berthold City with a complaint that a snowplow damaged his property. Dana Larsen stated that he has responded to Mr. Burtman and has been to the property to assess the damage. He further stated that the County is not responsible for the damage as snow removal for this road is completed by the City of Berthold and not by the County.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve having Chairman Fjeldahl respond to Mr. Burtman. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad to receive and file the letter from Jerald Burtman. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to receive and file monthly reports including financials. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve and sign the annual contract with Ward County Historical Society. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Walter, seconded by Comm. Rostad to approve First International Bank and Trust as the main depository for Ward County for the year 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to receive and file the Ward County Pledged Securities Investments & Checking Accounts. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Wepler to approve the raffle permit for Firefighters Local 1157. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the event permit for HOPR, LLC pending receipt of payment. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve Chairman Fjeldahl and Devra Smestad present the winner of the "I Voted" sticker contest her original framed drawing, a \$25.00 check from Ward County and a Centennial Coin. Roll call; all voted yes; motion carried.

At 10:32 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 4th DAY OF FEBRUARY, 2020

Chairman, Ward County Commission

ATTEST:
